



Penguin Day Care Nursery and Out of School Club



Nursery Prospectus

28, Newland Park, Hull, HU5 2DW

Tel: 01482 440500

Email: info@penguindaycarenursery.co.uk

Introduction

Dear Parents/ Guardians,

Thank you for your interest in Penguin Day Care Nursery. We are situated on Newland Park in an exclusive residential area of Hull, in a beautiful tree lined park, conservation area.

It is two miles from the city centre of Hull and easily accessible from a very large catchment area. The nursery is also adjacent to The University of Hull.

Our staffs are all fully qualified nursery nurses and I am a qualified Primary school teacher (B.ed Hons) with 22 years of teaching experience within a early years unit within a school/ nursery and also 14 years experience in running the nursery. I have also gained the Early Years Professional Status.

We are dedicated to providing a happy, comfortable, secure and stimulating environment, in which your child can play, learn and develop their skills.

Penguin Day Care Nursery cares for children from 6 weeks to 11 years old.

Our aim is to provide the highest quality of care for your child.

We welcome you and your child to visit our nursery to meet the staff and children and to see our caring environment.

Please do not hesitate in contacting me if you require any further information. I look forward to meeting you.

Natalie Billany

Managing Director

Penguin Day Care Nursery Information

Address: 28, Newland Park,
Hull,
HU5 2DW

Telephone: 01482 440500

Managing Director: Natalie Billany

Email- Natalie@penguindaycarenursery.co.uk

Manager: Laura Draper

Email - info@penguindaycarenursery.co.uk

Nursery Administrator: Rachel Twidale

Email - Rachel.penguin@hotmail.co.uk

Assistant Manager/Dawn Carver

Pre-school Room Supervisor: Charlotte Twidale

(Early years Professional)

Baby Room Supervisor: Dawn Carver

Toddler Room Supervisor: Sarah Howlett

Out of School club: Rebecca Carver

Ofsted

We are Ofsted inspected and our last inspection we were awarded 'good'.

Our Ofsted registration number is 509979

Opening Hours and Attendance

Penguin Day Care Nursery is open 51 weeks of the year from Monday to Friday. We close for Bank Holidays and between Christmas and New Year.

Opening Times

Penguin Day Care Nursery is open from 8am till 6pm. Monday to Thursday and 8am until 5.30pm on Fridays

Attendance

Penguin Day Care Nursery offers Full, Part Time or Hourly attendance fees. We will endeavour to fulfil the needs of parents working requirements.

Meals

Penguin Day Care Nursery can provide all meals and drinks with the exception of formula milk for babies, which we request the parents provide. Parents usually bring their child's favourite breakfast cereal in, if they are eating breakfast at the nursery.

The Nursery Cook freshly prepares all the children's food and we have achieved the heart beat award for healthy eating.. We provide a savoury meal and a dessert at lunchtime, as well as a morning and afternoon snack. We are happy to meet any special dietary requests. (Although if your child has a life-threatening allergy to any food products we ask that you supply your child's own foods to avoid cross contamination.). We also offer a snack tea to children who are here for the extended day.

Illness/ Accidents

We must ask you not to bring your child to nursery if he/ she is not well. Infections can spread very quickly in a nursery school. Conjunctivitis and stomach upsets are two of the worst offenders. If your child is given antibiotics by the doctor please be aware that they can not attend nursery for 24 hours. Exclusion times for common communicable diseases are included with our policy documents. Exclusion for Sickness/diarrhoea is 48 hours. We will contact you if your child becomes unwell so that you can arrange to collect him/her as a matter of urgency. If your child has an accident it will be recorded in the accident book which you will be asked to sign. If we are worried about any child who is unwell or injured we will contact the parent/carer and the ambulance service and/or child's doctor as necessary. A child cannot be taken to the hospital or the doctors in a member of staff's car. You must tell us if your child has been unwell or injured recently. We can administer medicines if you fill in and sign our medication forms.

Medication

If your child is on antibiotics they must be on them for 24 hours before returning to nursery. Medication can only be administered to your child at your request. Parents/ guardians must complete and sign the medicine request form.

Security

The safety of your child is paramount. To ensure the safety of your child the nursery entrance is secure at all times. Parents can only let themselves into the nursery once they have had their finger scanned, visitors can ring the doorbell and a member of staff will go to the door. Please help us when dropping of your child that you close the outer door properly on entering and leaving the building.

Welfare

Please could you inform us of the person who will collect your child if different from who is stated on your child's registration form? A password can be given for security.

During the summer months please could you provide your child with sun-cream (factor 30 or above) and a sun hat.

Please could you provide your child with a pair of indoor shoes, sandals/ doodles or similar.

During the winter months please could you provide your child with a hat, gloves and Wellington boots as we like to make the most of the outdoor area?

Personal Belongings

Your child's clothing and personal property must be marked clearly with his/her name.

The nursery provides a named peg for your child to hang their belongings on.

Publicity

On occasions the children, their photographs and their work appear in the news media and on display boards. If you do not wish your child to be identified in this way you must let us know in writing and fill in the box provided on the registration form.

Key Person

When your child starts nursery they will be put into a colour group (red, or blue). The children will stay in the colour group as they progress through the nursery; each colour has a designated key person. This means that your child can build relationships with the key person in their room and the key person in the other rooms. This helps children to develop their personal social and emotional skills. If your child is really interested about something at home or something special is happening please tell your child's key person and they can be implemented into the planning.

Planning

We plan activities for the children following the guidance of the Early Years Foundation Stage; we use a 'continuous provision' system with the children and implement it into the planning. This means that the equipment for the children is out at all times for them to access and we as practitioners use observations of the child's interests to enhance the area or equipment.

We use children's interests to form a base for the planning. For example if a child or a group of children show an interest in a particular area such as the creative area then the following weeks planning could have an activity using materials from the room to create a picture, collage or model. This activity can then be linked into some of the six areas of learning and development, knowledge and understanding of the world, communication, language and literacy, personal, social and emotional development, physical development, problem solving reasoning and numeracy and creative development

Lending Library

All children in the Nursery have access to the Nursery's Lending Library which has a range of books for all ages. Children are invited to borrow the books on a weekly basis.

Nappies/ Toilet Training

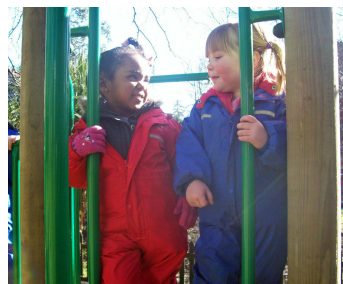
If your child is not yet potty trained you will need to provide your child with nappies, wipes and a change of clothes. The nursery staff will inform you if your child requires more nappies/ wipes.

The nursery staff will work with you and your child when they begin toilet training. We will try to follow any routines that you have set up with your child at home. The nursery provides potties.

Facilities

Penguin Day Care Nursery is set in a large semi-detached house where the first floor is used for the pre-school children and the ground floor is used for the babies and toddlers. At the rear of the house is a large garden with an abundance of outdoor play equipment. To the side there is a hard surface play area used during periods of poor weather

We have a fantastic outdoor area which includes a large sand pit with water pump, a hill with a tunnel and a large climbing frame. All play areas are very secure.



The Nursery is split into four areas:

The 'Little penguins' baby's 6 weeks to 18 mths



The “poppin penguins” 2 to 3 years



The “king penguins” pre-school, 3-5 years olds
The pre-school children have the use of the first floor.

The Rock hopper penguins 4-11 years

We also have an out of school club, during term time we have a school collection service from St Nicholas Primary School and during the holidays we offer a holiday club that takes any child 5 – 11 years.

The Nursery rooms have experienced trained staff, and are well resourced to meet the needs of each child

Little penguins (6 weeks-24months)

Our baby room is well equipped with colourful, stimulating toys and is run by qualified staff.

The babies are given lots of attention and stimulation to help with their development.

The baby room has an adjoining cot room for babies sleep times.

A daily record is kept on each baby, which is shared with the baby’s parents each day. Parents are welcome to write in these with any special requests or additional information.

Parents are asked to provide their own nappies, wipes and a change of clothing, also parents are asked to provide bottles of formula milk made up for their child each day.

The toddler's room provides a happy, loving environment for your baby and is working towards the early year's foundation stage.



Poppin penguins (Toddler Room)

Children move from little penguins to poppin penguins, when they are developmentally ready.

Our toddler room is bright, cheerful, well equipped and run by qualified staff.

Activities are planned to suit each child's stage of development. Free play activities encourage the children to investigate, develop language, mathematical and social skills and to explore their environment and also works towards the early year's foundation stage.

A daily record is kept on each child to keep you informed of your child's day and progress. Parents are welcome to write in these records.

Parents are asked to provide their child's own nappies, wipes and a change of clothing. The staffs are happy to assist in potty training.

A sleep area is provided in the room so that children can have a nap when they are tired.

The poppin penguin's room provides a happy, friendly, exciting environment for your toddler to develop.



King penguins (Pre-School Room)

Children move from the poppin penguins to the king penguins when they are developmentally ready.

Our pre-school is run by an Early Years Professional and has a well-equipped, stimulating environment in which to learn. The pre-school children have access to three rooms which are set up to enhance their development.

Government funding is available for children to access in the pre-school room the term after they turn three. The nursery will have the forms for the parents to fill in when their child reaches this age. 3 and 4 year olds are entitled to 15 hours a week.

Each Activity is planned to suit the stages of each child's development. Structured play activities and free play activities are offered, through these children are given the opportunity to experience activities with water, sand, materials, paint, glue, music, role play, stories, toys, puzzles, games and computer skills. The children are also introduced to early reading, writing and number skills.

A record of your child's progress will be kept and is available for parents to view and contribute.

The king penguins room provides a happy, interesting and stimulating environment in which your child can progress.

When it is time for your child to move onto school, we celebrate by holding a Graduation Ceremony for you and your child. During this ceremony the children wear caps and gowns and are presented with certificates.



Rock hopper penguin Out of School Club

We offer an out of school club for children aged 4-11 years. The club runs after school and during the school holidays.

The out of school club is well equipped, stimulating and fun environment where children can play.

The club also offers trips out during the school holidays.



Parental Involvement

Communication is very important between staff and parents. Our aim is to work together in partnership with you and your child to give

them the best start. Parents are welcome to share views and comments with staff on their child's development. Our staff will be very pleased to show you your child's progress records. We have diaries for every child and we value your comments. By filling in your child's diary we are able to find out how your child has been at home and what their interests are enabling us to implement activities into their nursery day that they enjoy doing at home.

Newsletters, parent's evenings, and the parent's notice board will also keep you informed about your child and the nursery events.

We also hold fairs and have a Christmas performance and welcome parents on nursery outings.

Parents are welcome in the nursery at any time to join in the fun!

Rewards

Penguin Day Care Nursery follows a positive behaviour system, in which we will reward your child's progress, success and positive behaviour.

Applications

If you wish to enrol your child in the nursery please contact us on 01482 440500.

Also could you please fill in and sign the attached application form and contract and return it to us with your deposit.

We will be happy to arrange some visits for your child to help them settle in.

Requested Start Date:
Requested Sessions
Full time/ Part time/ Hourly

Please fill in the form below requesting a place for your child

Childs Name	
Childs date of birth	
Contact Number	

Signed Parent	Date
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